



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2022		31	03	2023

Section A Reference and administration details

Charity name Tenterden Mindfulness Group

Other names charity is known by

Registered charity number (if any) 1181209

Charity's principal address Ivy Court Surgery

Recreation Ground Road

Tenterden, Kent

Postcode

TN30 6RB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Neil Pillai	Chair		
2	Jeremy Cooper	Vice Chair		
3	Les Etheridge	Treasurer		
4	Naomi Benson	Safeguarding		
5	Anna Hegarty	Operations		
6	Derek Roger	Research		
7	Philippa Harris	Marketing		
8				
9				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Advertised publicly and appointed by existing Board following an interview process.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are (1) the preservation and protection of health, both mental and physical, of people residing in the united kingdom, in particular but not exclusively by: - providing classes in the practice of mindfulness meditation across the age spectrum; - providing advice and information related to mindfulness meditation and (2) to promote research into mindfulness having regard to the evidence on what is effective and disseminating the useful results for the public benefit.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In the year 2022-2023 the CIO objectives have been carried out through:

- Running face-to-face and online accredited 8 week Mindfulness courses for the general public.
- Delivering online professional 8 week Mindfulness courses to GPs and NHS primary care staff throughout Kent.
- Delivering regular on-line and in person (hybrid model) mindfulness practice sessions to support the mental and physical wellbeing of the local population.
- Delivery of two online Mindfulness courses for front-line Blue Light Workers at 90% discount.
- Facilitation of a day-long Mindfulness retreat.
- Ran a range of monthly Mindfulness based events incorporating mindful movement to broaden the benefits of mindfulness practice into gentle physical activities.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

TMG continued using its strong cohort of accredited Mindfulness teachers to deliver throughout the year accredited mindfulness training. This process was assisted by the excellent multimedia facilities at the local doctors' surgery, which enabled TMG to hold in-person practice sessions which blended on-line participants into the session. This continued to provide significant support to the TMG community's wellbeing, particularly in the post pandemic landscape.

TMG Trustees met quarterly and shared responsibility for the overall governance and running of the Charity. The Operational Management Group, a sub-committee of the Trustee Board charged with managing the day-to-day activities of TMG, met monthly in the course of the year. Standing agenda items included operational decisions focused on the marketing and administration of courses and events, overseeing the development of future courses to be offered by TMG as well as an update on financial performance and marketing activities, to the extent that they are relevant to any operational decisions being taken. Any matters requiring Trustee agreement were escalated to the Board as appropriate.

The scope of the Marketing Group was broadened beyond communications to include considerations of vision, mission, proposition, messaging and audience targeting. This work is ongoing. The Group undertook a review of advertising approach including exploring professional agency assistance, how best to use google ads, and the wording and pictures used in the advertising of each course. Updating of the website content continued, and analytics of website usage introduced. An annual one-page activity plan was created to facilitate marketing planning.

The Trustees held a strategy review and planning day in October 2022 which resulted in further optimisation of the internal structure of the organisation to further streamline the executive functions and enable more efficient internal and external communications.

TMG Teachers also continued to meet in person and online for mutual support, to share learning and to respond to the challenges of the new online medium

During the year TMG Chairman, Dr Neil Pillai, was involved in discussions, negotiations and planning sessions regarding the provision of Mindfulness courses by TMG for NHS patients. Blue Light courses were also made available.

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy during the year was to hold a reserve of six months running costs or a minimum of £3,000.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Dr Neil Lawrence Pillai (By Email)

Full name(s)

Dr Neil Lawrence Pillai

Position

Chair

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Tenterden Mindfulness Group

1181209

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Apr-22

To

Period end date
31-Mar-23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Courses	10,635	-	-	10,635	17,025
Donations	1,173	-	-	1,173	18,620
Gift Aid	1,180	-	-	1,180	-
Events	1,640	-	-	1,640	916
Practice Sessions	990	-	-	990	695
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	15,617	-	-	15,617	37,256
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	15,617	-	-	15,617	37,256
A3 Payments					
Administration	3,581	-	-	3,581	4,398
IT, Software and telephone	654	-	-	654	491
Venues	955	-	-	955	566
Teaching	14,371	-	-	14,371	10,410
Travel	284	179	-	463	21
Advertising	1,741	-	-	1,741	1,800
Course Materials and Postage	479	-	-	479	1,052
Paypal & Stripe Fees	179	-	-	179	181
Other	577	-	-	577	524
Sub total	22,821	179	-	23,000	19,443
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	22,821	179	-	23,000	19,443
Net of receipts/(payments)	- 7,204	- 179	-	- 7,383	17,813
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	25,467	179	-	25,646	7,832
Cash funds this year end	18,263	-	-	18,263	25,645

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	17,477	-	-
	PayPal	786	-	-
		-	-	-
	Total cash funds	18,263	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Administration fee - March	Unrestricted	622	
	Unpaid Teacher Fees	Unrestricted	240	
	Advance Course fees	Unrestricted	225	
			-	
		-		
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	